

WOLFEBORO BUDGET COMMITTEE

December 27, 2012

Minutes

Members Present: John MacDonald, Chairman, Bob Tougher, Harold Parker, John Burt, Matt Krause, Frank Giebutowski, Members.

Members Absent: Stan Stevens, Vice-Chairman, Dave Senecal, Selectmen's Representative, Robert Moholland, Brian Black, Members.

Staff Present: Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Lee Ann Keathley, Secretary.

Chairman MacDonald called the meeting to order at 6:03 PM at the Wolfeboro Inn Ballroom.

Dave Owen noted the following changes to the 2013 Operating Budget:

- Default Budget; revised the Health Insurance line item in the Highway & Streets budget, total default budget is 25,331,916 (see attached)
- The BOS added \$6,000 to the Library's Building Maintenance line item (#01-45500-435) to enable the Library to undertake repairs to its heating and ventilation system
- The BOS accepted a grant from NH DES in the amount of \$8,200 toward the costs of milfoil treatment therefore, the 2013 funding request has been revised to \$38,700 (includes grant funding)

It was moved by Bob Tougher and seconded by John Burt to increase Library Building Maintenance, 45500.435, from \$7,400 to \$13,400. All members voted in favor. The motion passed.

It was moved by John Burt and seconded by Harold Parker to increase Milfoil Treatment, 41301.870, from \$30,500 to \$38,700. All members voted in favor. The motion passed.

WARRANT ARTICLES

- **Article A Acquisition of Property at 74-80 Lehner Street; \$130,000**
Dave Owen stated the BOS removed Article A from the warrant.

- **Article B Center Street Reconstruction; \$700,000**
Harold Parker asked if the Town is guaranteed money from the State.

Dave Owen stated funding is allocated for 2014.

John Burt verified that if the article is approved the Town may spend more than \$700,000. He asked if the project includes Pickering Corner.

Linda Murray replied no.

It was moved by Bob Tougher and seconded by John Burt to recommend Warrant Article B, Center Street Reconstruction. John MacDonald, John Burt, Bob Tougher, Matt Krause, Frank Giebutowski voted in favor. Harold Parker opposed. The motion passed (5-1).

➤ **Article C Sewer System Collection Upgrades; \$400,000**

It was moved by John Burt and seconded by Harold Parker to recommend Warrant Article C, Sewer System Collection Upgrades. All members voted in favor. The motion passed (6-0).

➤ **Article D Public Works Garage Upgrades; \$340,000**

It was moved by Frank Giebutowski and seconded by John Burt to recommend Warrant Article D, Public Works Garage Upgrades. All members voted in favor. The motion passed (6-0).

➤ **Article E Construct Park Maintenance Building; \$200,000**

It was moved by Bob Tougher and seconded by Frank Giebutowski to recommend Warrant Article E, Construct Park Maintenance Building. All members voted in favor. The motion passed (6-0).

➤ **Article F Upgrade Town Roads; \$600,000**

It was moved by Bob Tougher and seconded by Harold Parker to recommend Warrant Article F, Upgrade Town Roads. John MacDonald, Frank Giebutowski, Harold Parker, Bob Tougher, Matt Krause voted in favor. John Burt opposed. The motion passed (5-1).

➤ **Article G Middleton Road; \$150,000**

John MacDonald read the revised warrant article.

Dave Owen stated construction is scheduled for 2015. He stated the article is a result of the meeting with the NH DOT Commissioner.

John Burt questioned whether a warrant article would be presented in 2014 for the construction costs.

Linda Murray noted the necessity of looking at the condition of the road and stated there is no way of dealing with the road if it is not owned by the Town.

Dave Owen stated the State has offered to pay for 2/3 of the costs and noted the State has committed to two projects in Wolfeboro in 2014 and 2015. He stated the bulk of State funding for road projects is being provided to communities in the southern region of the State.

Bob Tougher stated the CIP Committee reviewed the project; noting the Town shouldn't have to spend their own money for such however, there is no other option for road improvements and maintenance without doing so.

Harold Parker asked whether the towns of Middleton and Union have taken over their portion of the road.

Linda Murray replied yes.

It was moved by Bob Tougher and seconded by Frank Giebutowski to recommend Warrant Article G, Middleton Road. Bob Tougher voted in favor. John MacDonald, Harold Parker, Frank Giebutowski, John Burt opposed. The motion passed (1-5).

➤ **Article H ADA Parking Lot Improvements at Town Hall; \$100,000**

John Burt recommended a redesign of the front parking area; noting the customer parking spaces were wiped out. He stated the parking spaces in front of the Town Hall should be only for customers and not reserved parking for staff.

Linda Murray stated the improvements include such and submitted the proposed site plan.

It was moved by Frank Giebutowski and seconded by Harold Parker to recommend Warrant Article H, ADA Parking Lot Improvements at Town Hall. All members voted in favor. The motion passed (6-0).

➤ **Article I Electric Meter Upgrades; \$720,000**

Frank Giebutowski stated the financial analysis provided relative to such should be replicated for every capital project.

It was moved by Frank Giebutowski and seconded by Bob Tougher to recommend Warrant Article I, Electric Meter Upgrades. All members voted in favor. The motion passed (6-0).

➤ **Article L Purchase Replacement Bucket Truck; \$225,000**

It was moved by Frank Giebutowski and seconded by Bob Tougher to recommend Warrant Article L, Purchase Replacement Bucket Truck. All members voted in favor. The motion passed (6-0).

➤ **Article M Public Works Vehicle & Equipment Capital Reserve Account; \$160,000**

It was moved by John Burt and seconded by Harold Parker to recommend Warrant Article M, Public Works Vehicle & Equipment Capital Reserve Account. All members voted in favor. The motion passed (6-0).

➤ **Article N Fire Trucks and Apparatus Replacement Capital; \$176,000**

It was moved by John Burt and seconded by Harold Parker to recommend Warrant Article N, Fire Trucks and Apparatus Replacement Capital. All members voted in favor. The motion passed (6-0).

➤ **Article O Town Office Facility Capital Reserve Account; \$100,000**

John Burt questioned the balance in the account.

Dave Owen replied approximately \$2,000.

John Burt asked if it is anticipated that the funds will be expended in 2013.

Dave Owen replied no.

It was moved by John Burt and seconded by Harold Parker to recommend Warrant Article O, Town Office Facility Capital Reserve Account. All members voted in favor. The motion passed (6-0).

➤ **Article Q AFSCME Union Contract Agreement; \$45,015**

It was moved by Harold Parker and seconded by Bob Tougher to recommend Warrant Article Q, AFSCME Union Contract Agreement. All members voted in favor. The motion passed (6-0).

➤ **Article R Police Union Contract Agreement; \$26,768**

John Burt stated he thought the Police Union contract was negotiated last year.

Dave Owen stated the union had a one year contract.

John MacDonald questioned whether the wages and benefits include the differential in the overtime wages for police canine.

Pete Chamberlain stated it is his understanding that the calculations have been adjusted and believes the adjustments have been made.

John MacDonald stated due to compensatory time the over time budget should be decreased.

Dave Owen stated if the officers are unable to take their time then they are paid at time and a half. He noted compensatory time is covered under the Fair Labor Standards Act.

It was moved by Harold Parker and seconded by Bob Tougher to recommend Warrant Article R, Police Union Contract Agreement. All members voted in favor. The motion passed (6-0).

➤ **Article S Establish Abenaki Ski Snowmaking Equipment & Groomer Capital Reserve Account;
\$15,250**

Harold Parker stated there are alot of "ifs" associated with this article.

John Burt questioned the basis for the established cost.

Dave Owen stated the calculations are provided in the back up information.

John Burt verified there are no anticipated issues for 2013.

John MacDonald asked whether the groomer is expected to be replaced in 2017.

Ethan Hipple replied yes.

Frank Giebutowski questioned which items listed in the article are acquired with tax payer funds.

Ethan Hipple replied ATV, snowmobile, lights and light poles.

Frank Giebutowski stated it is great the Town receives gifts however, noted there are long term costs associated with such.

It was moved by John Burt and seconded by Harold Parker to recommend Warrant Article S, Establish Abenaki Ski Snowmaking Equipment & Groomer Capital Reserve Account. John MacDonald, Bob Tougher, Matt Krause, Harold Parker voted in favor. John Burt opposed. Frank Giebutowski abstained. The motion passed (4-1-1).

➤ **Article U Town Building Maintenance Fund**

Dave Owen stated in order to address the structural issues at the Libby Museum building, the BOS has proposed Article U. He stated the language in Article A includes “for the purpose of making needed evaluations, repairs and building maintenance improvements to Town owned buildings.” He stated the amount of the warrant article has not yet been determined.

John Burt questioned whether the article addresses only the Library and Libby Museum and requested those buildings be specified in the article.

The Committee tabled review of the article until 1/3/13.

Other Business

- **Agencies**

John MacDonald stated Tri-County CAP is having financial issues and verified the BOS has control over the distribution of funds.

- **Economic Development**

Harold Parker stated he doesn't want to strip the Economic Development Committee of their funds; however, wishes the EDC would remove the billboard on Route 16.

Bob Tougher stated he doesn't understand why the billboard is located southbound and not northbound. He noted he couldn't read the sign when driving by.

- **Executive, 41301 .850, Miscellaneous Operating Expenses**

John Burt questioned the status of such.

Pete Chamberlain stated he checked with DRA regarding such and noted DRA informed him the

John MacDonald stated LGC stated the Town has to identify how the funds will be spent.

Linda Murray stated if the funds are expended the BOS could submit an itemization of how the funds were expended.

- **Parks & Recreation Capital Outlay; Zero Turn Mower**

John Burt stated he does not recommend such because he feels there are a lot of capital expenditures for Parks and Recreation.

John MacDonald stated the lawn mower was intended for use at the cemeteries.

It was moved by John Burt and John MacDonald to eliminate Zero Turn Mower, 49611.760, in the amount of \$10,538.00.

Discussion of the motion:

Bob Tougher stated Ethan Hipple should be given the opportunity to explain his request.

John MacDonald verified the funding request includes the trade-in amount. He requested such be placed on the revisit list.

John Burt withdrew his motion.

John MacDonald withdrew his second.

- **Town Line Perambulation**

Dave Owen stated a perambulation was done for the Town line of Tuftonboro and the BOS are reviewing costs associated with replacing the boundary markers. He stated the Town has approached the Town of Tuftonboro regarding sharing the cost for such.

- **Current YTD on Police Overtime**

Pete Chamberlain stated the amount for such is \$91,399.99. However, he stated the grant needs to be adjusted out of that figure.

John MacDonald asked whether such includes the canine officer's salary.

Pete Chamberlain stated he does not know and will retrieve the information for the Committee's next meeting.

- **Water Treatment Plant Capital Outlay; Water System Asset Management Plan**

Dave Owen stated Dave Ford has requested an increase in the Water Treatment Plant Capital Outlay in the amount of \$30,000 for a Water System Asset Management Plan. He stated Mr. Ford has received confirmation that the Town has been awarded a grant in the amount of \$15,000 for such.

John Burt stated he was informed by Dave Ford the warrant article relates to the Water Treatment Plant and water lines however, the language in the article only addresses the Water Treatment Plant. He questioned whether the language will be expanded to include water lines. He stated the amount noted in the article is incorrect; noting the amount should be \$30,000 to reflect \$15,000 from a grant and \$15,000 Town contribution.

John Burt asked whether additional part time or full staff would be required as a result of the article.

Dave Owen replied no, qualified personnel at the Water Treatment Plant would maintain the program.

It was moved by Bob Tougher and seconded by John Burt to adjourn the December 27, 2012 Budget Committee meeting. All members voted in favor.

Budget Committee meeting scheduled for January 3, 2013 at the Wolfeboro Inn Ballroom, 6:00 PM. Agenda to include final review/approval of budget, revenues (revised revenue sheet distributed by Pete Chamberlain), consideration of minutes, Warrant Article U and Warrant Article P.

The Committee requested the following for the public hearing; list of capital expenditures and breakdown of bottom line.

There being no further business before the Committee, the meeting adjourned at 7:24 PM.

Respectfully Submitted,

Lee Ann Keathley

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